

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Santa Clara Housing Authority</u> PHA Code: <u>NM029</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): _____					
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>32</u> Number of HCV units: <u>0</u>					
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input checked="" type="checkbox"/> 5-Year Plan Only					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
					PH	HCV
	PHA 1:					
	PHA 2:					
	PHA 3:					
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.					
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.					

5.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>Although some of our goals listed in the last Five Year Plan were met most of them were not. Our agency only has 32 units and the resources available to our agency are very limited. Our small agency has the same or greater needs than large housing authorities yet our agency receives considerably less funding than larger PHAs. Our small agency has the same reporting requirements as large housing authorities, must follow the same rules and regulations for Occupancy and Admissions, for procurement, for Capital Fund Project administration, for upkeep of the units and physical inspections just to name a few, yet we do not receive the necessary resources to carry out these functions adequately. The PHA's entire budget supports one part time Executive Director and a part time maintenance position that pays \$8.00 per hour. The following strategic goals were listed in the previous Five Year Plan and will be followed by a short narrative on the progress the PHA has made in meeting the goals: 1) Increase the availability of decent, safe, and affordable housing by leveraging private or other public funds to create additional housing opportunities and to acquire or build units or developments. Several grants have been written by the Executive Director and the Board of Commissioners and the Santa Clara Housing Authority Resident Council (SCHARC) but none of the proposals were funded. The larger PHAs have the resources to hire professional grant writers this PHA does not have those resources. 2) To improve the quality of assisted housing by improving the public housing management (PHAS score). This goal was not accomplished because the PHA can only support one part time maintenance man who only works twenty hours per week. The PHA does not have the resources to hire a contractor for unit turnarounds. The PHA's units remain vacant for long periods of time while the maintenance man does his best to get them ready for a new move in. This brings down the PHA's PHAS score. The goal to modernize the public housing units was accomplished. The PHA was awarded \$303,393.00 from the 2008 New Mexico Colonias Grant funds. These Colonias funds along with the 2009 ARRA grant funds made it possible for the PHA to install new metal roofs and new energy efficient heating and cooling units in all thirty two of the PHA's units. The installation of the new roofs and energy efficient heating and cooling systems would have taken the PHA approximately 7.5 years to complete with small Capital Fund Grants that are awarded to the PHA annually from HUD. The next objective to improve the quality of assisted housing was to increase the Executive Director's position to full time. The Board has approved the Executive Directors position to be made a full time position because the administrative requirements cannot get accomplished with a twenty hour position. The board also approved a twenty hour secretary position to assist the E.D. with the tremendous work load in the office which pays 7.50 per hour. The low wage makes it impossible to hire experienced personnel to carry out the administration duties. The maintenance position is a twenty hour position and only pays \$8.00 per hour. It is impossible to adequately keep up the maintenance of the units with twenty hours and such a low wage. The PHA cannot expect well experienced maintenance personnel when the wage only pays a small laborer wage. The PHA's employees have not received a raise since 2006 because it cannot be supported in the small budget the PHA receives. The Board believes that it is time that the employees receive a raise for their hard work. The Board has approved hiring a new fee accountant and would like to make raises a priority this year. 3) The PHA's goal to increase housing choices by implementing public housing or other homeownership programs has not been met. The PHA does not have the staff to be able to write the proposals, and cannot administer the homeownership program or any other program without additional resources to hire more staff. 4) The PHA's goal to provide an improved living environment by implementing measures to deconcentrate poverty by bringing higher income public housing households into lower income developments, by implementing measures to promote income mixing in public housing by assuring access for lower income families into higher income developments, and by implementing public housing security improvements have been met. The PHA has a mix of incomes living at the same developments. 5) The PHA's goal to promote self-sufficiency and asset development of assisted households by increasing the number and percentage of employed persons in assisted families, to provide or attract supportive services to improve assistance recipients' employability, and to provide or attract supportive services to increase independence for the elderly or families with disabilities have been met. The PHA does not have a self sufficiency program because of the lack of staff and resources to write the proposals, however the Executive Director networks with local agencies and service providers to provide access to services that will enhance the quality of life of the residents, and to promote homeownership opportunities for the residents. 6) The PHA's goal to ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability, and by undertaking affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability has been met. Policies have been adopted to ensure equal opportunity and fair housing to all applicants and residents and are strictly enforced. The goals for the upcoming Five years are the same for the PHA. These goals will not be met unless additional resources are available to the PHA. The Board and Executive Director are working with the Bayard Housing Authority's management to take the necessary steps to merge the Santa Clara Housing Authority which has 32 units and the Bayard Housing Authority which has 70 units. Merging the two small housing authorities into one PHA with 102 units would provide many benefits to both agencies. The work that is duplicated by both can be reduced, the budget would be combined to provide more resources for both, and expenses that are duplicated can be reduced by merging. The Board from both Housing Authorities are meeting and taking the necessary steps towards a full merger. Both housing board's and management realize that this merger will be the only way that may provide the two small agencies with additional revenues necessary to achieve the goals that both PHA's want to meet. Policies are being revised and adopted to ensure compliance with New Mexico State Law and HUD regulations. Our PHA would like to expand the supply of assisted housing by leveraging</p>
6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>

8.3	Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.
9.0	Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.
9.1	Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.
10.0	Additional Information. Describe the following, as well as any additional information HUD has requested. (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"
11.0	Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office. (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)